

**YANCEYVILLE TOWN COUNCIL
MEETING MINUTES
Tuesday June 27th, 2023, 6:00pm**

The meeting of the Town Council was held in the Yanceyville Town Council Chambers at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville, NC and streamed through the WebEx platform on Tuesday, June 27th, 2023, at 6:00pm.

Council Members present: Mayor- Alvin Foster, Mayor Pro Tem- Odessa Gwynn Brian Massey, and Keith Tatum

Staff present in person: Kamara Barnett-Town Manager/Clerk, Lee Farmer- Town Attorney, Kathryn Hinton-Administrative Assistant, and Harmon Crutchfield, Financial Consultant

Item 1: Call to Order/Reconvene

Mayor Alvin Foster called the Town Council Meeting to order at 6:13 pm.

Item 2: Review and Adoption of Agenda – Mayor & Town Council

Mayor Foster asked Town Council for a motion. After a brief review, Councilman Tatum made a motion to adopt the agenda as presented. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Budget Amendment V for Fiscal Year Ending June 30th, 2023

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to approve Budget Amendment V for Fiscal Year ending June 30, 2023. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

*see attached

Item 4: Adoption of Budget Ordinance for Fiscal Year 2023-2024

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to approve Budget Ordinance for Fiscal Year 2023-2024 beginning July 1, 2023, and ending June 30, 2024. The motion was seconded by Mayor Pro Tem Gwynn and passed with a 3-1 vote. Councilman Tatum voted no.

*see attached

Item 5: Adoption of Town of Yanceyville Rate Schedule

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to approve the Town of Yanceyville Rate Schedule effective July 1st, 2023. The motion was seconded by Mayor Pro Tem Gwynn and passed with a 3-1 vote. Councilman Tatum voted no.

*see attached

Item 6: Award of Professional Engineering Services for Asset Inventory & Assessment (AIA) for Water and Wastewater Grant Projects

Town Manager Barnett explained that the Town of Yanceyville was awarded grants from the North Carolina Department of Environmental Quality – Division of Water Infrastructure for American Rescue Plan Funding from the State Fiscal Recovery fund in the amount of \$250,000 for an Asset Inventory and Assessment (Water AIA) study and \$150,000 for an Asset Inventory and Assessment (Sewer AIA) study that was funded in the Spring 2022 funding cycle.

Town Manager Barnett indicated that the Town requested qualified professional engineering firms to submit a statement of qualifications to provide engineering and surveying services for the Town of Yanceyville Water Distribution and Sewer Collection Infrastructure. Task included but not limited to Grant//Loan Administration, GPS or Survey Mapping of Water and Sewer Infrastructure Review of as-built confirming collections and distribution system material type and age , system evaluation. CCTV inspections of collection systems.

Town Manager Barnett indicated that three Engineering Firms responded to the Request for Qualification (RFQ). She indicated that the responses were reviewed by Town Management Staff for the purpose of identifying and recommending them to the Town Council. Town Manager Barnett recommended awarding Alley Williams Carmen and King (AWCK) as the professional Engineering Firm to provided services for the AIA Water and Sewer Projects.

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to award Alley Williams Carmen and King as the professional Engineering Firm to provided services for the AIA Water and Sewer Projects The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 7: Adoption of Two American Rescue Plan Recipient Resolutions (Water AIA and Sewer AIA)

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to adoption the Two American Rescue Plan Recipient Resolutions (Water AIA and Sewer AIA). The motion was seconded by Councilman Tatum and passed with a unanimous vote.
*see attached

Item 8: Town Manager Updates- Kamara Barnett

Town Manager Barnett explained that the Economic Development Commission of Caswell consists of three members from each Municipality Yanceyville and Milton and Caswell County. The terms of the EDC members are staggered (one- year, two- year, and three- year terms). She explained that the term of Mayor Alvin Foster has expired at this time. She indicated that Mayor Foster serves the one-year term. Mayor Foster mentioned that he would like to be re- appointed to serve on the Caswell EDC if there were no other nominations.

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Massey made a motion to reappoint Mayor Alvin Foster to serve/ represent the Town of Yanceyville on

the Caswell Economic Development Commission Board. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Town Manager Barnett reminded Town Council of the First Friday/ Fireworks Show that will take place Friday, June 30th, 2023, starting at 6:00pm. Retro Band will be providing entertainment, food available for purchase, Cruise in welcoming all trucks, cars, and motorcycles, and vendors. She mentioned that vendors interested in setting up would need to contact the Caswell Chamber of Commerce.

Town Manager Barnett reminded Town Council that the July Town Council Meeting will be held on the 11th the second Tuesday of the month due holiday, Independence Day.

Item 9: Closed Session- G.S. 143-318.11- Contractual/ Litigation

Mayor Foster asked the Town Council for a motion. Mayor Pro Tem Gwynn made a motion to go into Closed Session General Statues 143-318.11 Contractual/ Litigation. The motion was seconded by Councilman Massey and passed with a unanimous vote.

After the Town Council returned from Closed Session, Mayor Foster asked for a Town Council motion to come out of Closed Session. Mayor Pro Tem Gwynn made a motion to come out of Closed Session. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster asked the Town Council for a motion to go back into Regular Session. Mayor Pro Tem Gwynn motion to go back to Regular Session. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Mayor Foster noted that while in Closed Session, the Town Council has nothing to bring forward to Regular Session at this time.

Item 10: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items

None

Item 11: Adjournment

Mayor Foster asked Town Council for a motion. After no further discussion, Councilman Tatum made a motion to adjourn the June 27th, 2023, Town Council Meeting. Councilman Massey seconded the motion that passed with a unanimous vote. Meeting ended at 6:57pm

Kamara Barnett, Town Clerk prepared the above minutes. The minutes represent a brief description of those matters that were addressed at this meeting.

Respectively Submitted:

Alvin Foster, Mayor

Kamara Barnett, Town Clerk

TOWN OF YANCEYVILLE
Budget Ordinance Amendment V

BE IT ORDAINED by the Yanceyville Town Council that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, there is no change in appropriations.

This will result in a net increase of \$0.00 in the appropriations of the General Fund Budget

Section 2. To amend the General Fund, revenues change as follows:

	<u>Decrease</u>	<u>Increase</u>
Other Taxes		\$ 30,500.00
Fees		\$ 6,100.00
Appropriation from Fund Balance	\$36,600.00	

This will result in a net increase of \$0.00 in the revenues of the General Fund Budget.

Section 3. To amend the Water and Sewer Fund appropriations change as follows:

	<u>Decrease</u>	<u>Increase</u>
Operating	\$0.00	

This will result in a net increase of \$0.00 in the revenues of the General Fund Budget.

Section 4. To amend the Water and Sewer Fund, the revenues change as follows:

	<u>Decrease</u>	<u>Increase</u>
Water Revenues	\$35,107.00	
Sewer Revenues	\$50,195.00	
Tappage Fees		\$15,000.00
Reconnect Fees		\$ 1,500.00
Other Operating Revenues		\$27,090.00
Appropriation From Fund Balance		\$46,071.00

This will result in a net increase of \$4,359.00 in revenues from the Water and Sewer Fund Budget.

Section 5. To amend the Special Revenue Fund, the appropriations change as follows:

	<u>Decrease</u>	<u>Increase</u>
Powell Bill – Restricted	\$21,077.01	
Cemetery Maintenance		\$ 4,083.00

This will result in a net decrease of \$16,994.01 in the appropriations of the Special Revenue Fund Budget.

Section 6. To amend the Special Revenue Fund, the revenues change as follows:

	<u>Decrease</u>	<u>Increase</u>
Powell Bill – Restricted	\$21,077.01	
Cemetery Fund		\$4,083.00

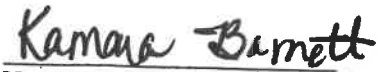
This will result in a net decrease of \$16,994.01 in the revenues of the Special Revenue Fund Budget.

Copies of this Budget Amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

THIS BUDGET ORDINANCE AMENDMENT ADOPTED THIS 27th DAY OF JUNE 2023.


Alvin Foster, Mayor

ATTEST:


Kamara Barnett, Town Clerk

TOWN OF YANCEYVILLE
BUDGET ORDINANCE
2023-2024

BE IT ORDAINED by the Governing Board of the Town of Yanceyville, North Carolina:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Town:

Governing Board	36,300.00
General Government	431,565.00
Fire Department	229,150.00
Public Works	118,500.00
Recreation Department	40,000.00
Debt Service	75,000.00
Capital Improvement Plan	13,000.00

	\$943,515.00

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet foregoing appropriations:

Ad Valorem Taxes	\$322,200.00
Motor Vehicle Taxes	15,673.00
Penalties and Interest	2,500.00
Beverage Tax	8,500.00
Franchise Tax	110,000.00
Local Option Sales Tax	240,000.00
Solid Waste Disposal Tax	2,000.00
Charges for Current Services	66,350.00
Interest on Investments	14,000.00
Other Revenue	156,800.00

	\$945,515.00

Section 3. The following amounts are hereby appropriated in the Water and Sewer Enterprise Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore approved for the Town:

Operating	\$1,423,211.00
Capital Outlay	50,000.00
Debt Service	230,607.00
Capital Improvement Plan	50,588.00

	\$1,754,406.00

Section 4. It is estimated that the following revenues will be available in the Water and Sewer Enterprise Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024. These projections reflect a 25% rate increase for the water and sewer rates.

Water Revenues	\$ 939,538.00
Sewer Revenues	644,379.00
Reconnect Fees	7,500.00
Other Operating Revenues	75,269.00
Appropriation from Fund Balance	87,720.00

	\$1,754,406.00

Section 5. The following amounts are hereby appropriated in the Special Revenue Fund for the operation of restricted revenue sources such as Powell Bill Revenues and grant awards for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Town:

Powell Bill – Restricted	\$40,000.00
Cemetery Maintenance	4,000.00

	\$44,000.00

Section 6. It is estimated that the following revenues will be available in the Special Revenue Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet foregoing appropriations:

Powell Bill – Restricted	\$40,000.00
Cemetery Fund	4,000.00

	\$44,000.00

Section 7. There is hereby levied a tax at the rate of thirty-three cents (.33) per hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2023, this reflects no increase in the tax rate for this fiscal year. This rate is based on a total valuation of property located in Yanceyville by the Caswell County Tax Department for the purposes of taxation of \$99,123,200 and estimates a rate of collection of 98.5%.

Section 8. The Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:
 a. The Finance Officer may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

Section 9. Copies of this Budget Ordinance shall be furnished to the Town Manager and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Section 9.

Copies of this Budget Ordinance shall be furnished to the Town Manager and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

THIS ORDINANCE ADOPTED this 27th day of June 2023.

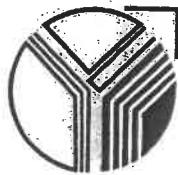


Alvin W. Foster, Mayor

ATTEST:



Kamara Barnett, Town Clerk



TOWN OF YANCEYVILLE RATE SCHEDULE

Effective Date July 1, 2023

A. Rate schedule for Water and Sewer consumers INSIDE the Town limits:

WATER (RESIDENTIAL)

0-2,000 gallons	\$17.88
2,001 to 5,000 gallons	\$8.91 per thousand gallons
5,001 to 100,000 gallons	\$9.64 per thousand gallons
Over 100,000 gallons	\$10.20 per thousand gallons

WATER (NONRESIDENTIAL)

0-2,000 gallons	\$20.10
Over 2,000 gallons	\$10.21 per thousand gallons
100,000 gallons and over	\$10.61 per thousand gallons

SEWER (RESIDENTIAL)

0-2000 gallons	\$13.94
2,001 to 5,000 gallons	\$6.98 per thousand gallons
5,001 to 10,000 gallons	\$7.54 per thousand gallons
Over 100,000 gallons	\$7.98 per thousand gallons

SEWER (NONRESIDENTIAL)

0-2,000 gallons	\$15.64
Over 2,000 gallons	\$7.84 per thousand gallons
Over 100,000 gallons	\$8.29 per thousand gallons

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TOWN OF YANCEYVILLE RATE SCHEDULE

(Continued)

B. Rate schedule for Water and Sewer consumers OUTSIDE the Town limits:

WATER (RESIDENTIAL)

0-2,000 gallons	\$35.76
2,001 to 5,000 gallons	\$17.89 per thousand gallons
5,001 to 100,000 gallons	\$19.34 per thousand gallons
Over 100,000 gallons	\$20.41 per thousand gallons

WATER (NONRESIDENTIAL)

0-2,000 gallons	\$40.16
Over 2,000 gallons	\$20.13 per thousand gallons
Over 100,000 gallons	\$21.22 per thousand gallons

SEWER (RESIDENTIAL)

0-2,000 gallons	\$27.89
2,001 to 5,000 gallons	\$13.94 per thousand gallons
5,001 to 100,000 gallons	\$15.05 per thousand gallons
Over 100,000 gallons	\$15.91 per thousand gallons

SEWER (NONRESIDENTIAL)

0-2,000 gallons	\$31.34 per thousand gallons
Over 2,000 gallons	\$15.64 per thousand gallons
Over 100,000 gallons	\$16.56 per thousand gallons

C. Rate Schedule for BULK WATER purchases obtained from the Town:

BULK WATER RATE	\$0.02012375 per gallon
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**Account must be set up with Billing and Collections Department before obtaining water*

D. Rate Schedule for FEES associated with Water and Sewer Accounts with the Town:

Late Fee:	15% of total bill
Administrative Fee (reconnect):	\$45.00
NSF FEE:	\$30.00

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TOWN OF YANCEYVILLE RATE SCHEDULE

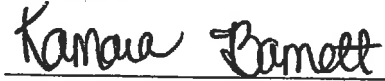
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Approved this 27th day of June 2023.



Alvin W. Foster, Mayor

ATTEST:



Kamara Barnett, Town Clerk

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$250,000.00 to perform an Asset Inventory and Assessment study detailed in the submitted application, and

WHEREAS, the (unit of government) intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE (GOVERNING BODY) OF THE TOWN OF YANCEYVILLE:

That (unit of government) does hereby accept the American Rescue Plan (ARP) offer of \$ 250,000.00 . (Water Infrastructure)

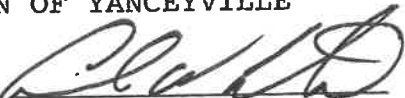
That the (unit of government) does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That (name and title of authorized representative), and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 27th day of June, 2023, at Yanceyville, North Carolina.

TOWN OF YANCEYVILLE

By:



Alvin W. Foster, Mayor

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$150,000.00 to perform an Asset Inventory and Assessment study detailed in the submitted application, and

WHEREAS, the (unit of government) intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE (GOVERNING BODY) OF THE TOWN OF YANCEYVILLE:

That (unit of government) does hereby accept the American Rescue Plan (ARP) offer of \$ 150,000.00 . (Sewer Infrastructure)

That the (unit of government) does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That (name and title of authorized representative), and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 27th day of June, 2023, at Yanceyville, North Carolina.

TOWN OF YANCEYVILLE

By:



Alvin W. Foster, Mayor